



DAVID SANDERS, PH.D.
Director

County of Los Angeles
DEPARTMENT OF CHILDREN AND FAMILY SERVICES
425 Shatto Place -- Los Angeles, California 90020
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Board of Supervisors

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August 3, 2004

The Honorable Board of Supervisors
County of Los Angeles
338 Kenneth Hahn Hall of Administration
500 West Temple Street, Room 383
Los Angeles, California 90012

Dear Supervisors:

**REQUEST TO APPROVE THE PHYSICAL RELOCATION
OF THE DEPARTMENT OF CHILDREN AND FAMILY SERVICES
ADOPTION DIVISION HEADQUARTERS FROM
695 S. VERMONT AVE., LOS ANGELES, CA 90005
TO 3075 WILSHIRE BLVD., LOS ANGELES, CA 90020
(All Supervisorial Districts (x Votes))**

**IT IS RECOMMENDED BY THE DIRECTOR OF THE DEPARTMENT OF CHILDREN
AND FAMILY SERVICES THAT YOUR BOARD:**

1. Approve the physical relocation of the Adoptions Division Headquarters from 695 S. Vermont Ave., Los Angeles, CA 90005 to 3075 Wilshire Blvd., Los Angeles, CA 90020 for purposes of maintaining the Adoptions license, per instructions from the California Department of Social Services, Community Care Licensing.
2. Delegate authority to the Director of the Department of Children and Family Services (DCFS) to designate the Division Chief and the Assistant Division Chief of the Adoptions Division to sign the California Department of Social Services Community Care Licensing application for DCFS to be a fully-licensed adoption agency.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of this recommendation is to ensure that the Adoptions Division continues to be licensed by the California Department of Social Services as a full service adoption agency. This license permits the agency to provide all adoption services with the exception of inter-country adoptions (adoption of a foreign born child who is not a dependent of the court).

The licensing through the California Department of Social Services Community Care Licensing Division (CCL) is based on the physical location of the Adoptions Division Headquarters at 695 S. Vermont Ave., Los Angeles, CA 90005. In order to maximize limited financial resources and consolidate space, the Department's Space Management Division determined that the previous Adoptions Division headquarters be vacated and the new Adoptions Division headquarters will be based at 3075 Wilshire Blvd. Thus, CCL has determined that a new licensing application must be completed, including approval from the County of Los Angeles Board of Supervisors.

Without approval of the recommended action, the DCFS Adoptions Division is at risk of losing its State license and will not be able to provide licensed adoption services.

The Adoptions Division has been providing permanent placement services since it was first established in 1949 as the County of Los Angeles Department of Adoptions. In 1984, the Department of Adoptions merged with child protective service programs from the County of Los Angeles Department of Public Social Services, and the Department of Children and Family Services (DCFS) was formed. The adoptions programs within DCFS were then consolidated into the Adoptions Division.

The Adoptions Division provides services to approximately one in eight of the approximate 27,000 children in out-of-home placement in Los Angeles County. The Division provides services to all of Los Angeles County, as well as children who are dependents of the Superior Court of California, Los Angeles, but have been placed in homes outside of the County. The annual budget of the Division is approximately \$42 million.

The recommended actions are consistent with the principles of the Countywide Strategic Plan and Goal #5 Children and Families' Well-Being. They will ensure continued provision of adoptive services to the children and families of Los Angeles County.

FISCAL IMPACT/FINANCING

The relocation of the Adoptions Division staff will save the County costs as the leasing costs for the 695 S. Vermont location have ceased. In fact, the 695 S. Vermont Avenue building housed a number of the DCFS staff outside of Adoptions, including but not limited to staff from Personnel, Public Health Nursing and Revenue Enhancement. The lease on the 695 S. Vermont Ave. building was up for renewal. However, the Chief Administrative Office (CAO) determined that money could be saved by maximizing the use of other County DCFS facilities through the relocation of all staff from the 695 S. Vermont Avenue building.

IMPACT ON CURRENT SERVICES

This relocation will not result in any impact on current services.

CONCLUSION

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send a copy of the adopted Board letter and attachments to:

1. Department of Children and Family Services
Adoptions Division
Attn: Diane Wagner, Acting Division Chief
532 E. Colorado Blvd.
Pasadena, CA 91101
2. Department of Children and Family Services
Adoptions Division
Attn: Bill Thomas, Acting Assistant Division Chief
3075 Wilshire Blvd., 8th floor
Los Angeles, CA 90020
3. California Department of Social Services
Community Care Licensing Division
Attn: Robert Pate, Regional Manager
1000 Corporate Center Drive, Suite 200A
Monterey Park, CA 91754

4. Office of the County Counsel
Attn: Rose Belda
Principal Deputy County Counsel
201 Centre Plaza Dr.
Ground Floor
Monterey Park, CA 91754

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "David Sanders", written over the printed name.

DAVID SANDERS, Ph.D.
Director

DS:TP
DW:bt

Attachment

- c: Chief Administrative Officer
County Counsel
California Department of Social Services

Executive Summary

RECOMMENDATION BY THE DIRECTOR OF THE DEPARTMENT OF CHILDREN AND FAMILY SERVICES THAT THE BOARD:

1. Approve the physical relocation of the Adoptions Division Headquarters from 695 S. Vermont Ave., Los Angeles, CA 90005 to 3075 Wilshire Blvd., Los Angeles, CA 90020.
2. Delegate authority to the Director of the Department of Children and Family Services (DCFS) to designate the Division Chief and the Assistant Division Chief of the Adoptions Division to sign the California Department of Social Services Community Care Licensing application for DCFS to be a fully-licensed adoption agency.

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The licensing through the California Department of Social Services Community Care Licensing (CCL) Division is based on the physical location of the Adoptions Division Headquarters at 695 S. Vermont Ave., Los Angeles, CA 90005. In order to maximize limited financial and consolidate space resources, Department Space Management determined that the previous Adoptions Division Headquarters be vacated and moved to 3075 Wilshire Blvd, Los Angeles, CA 90020. Thus, CCL has determined that a new licensing application must be completed including an approval from the Board of Supervisors.

FISCAL IMPACT/FINANCING

There is no net county cost. In fact, the relocation of the Adoptions Division staff will save county costs as DCFS staff and functions will be consolidated into other existing DCFS buildings.

IMPACT ON CURRENT SERVICES

All staff has been relocated from the 695 S. Vermont Ave. building. Many Adoptions Division centralized functions and three administrative staff was relocated to the 3075 Wilshire Blvd. building. Consistent with the co-location of Regional and Adoptions staff, two units that provided direct services were relocated to the Santa Fe Springs and Belvedere satellite offices respectively.

CONCLUSION

Upon approval by the Board of Supervisors, it is requested that the Executive Officer/Clerk of the Board send a copy of the adopted Board letter and attachments to the relevant parties.